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Approved For Release 2000/08/30 : CIA-RDP80-00773A000100020075-8

July.

18 July 1975

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Office of Personnel Report - Week Ending
18 July 1975

1. Retirements 1 July through 1 August:

- A. Retired 1 July through 15 July: 21
- B. Pending through 1 August:

	<u>CIARDS</u>	<u>CSC</u>	<u>Totals</u>	
Voluntary	50	11	61	
Involuntary	54	--	54	
Discontinued Service	--	48	48	
Mandatory	1	3	4	
Disability	3	5	8	
Total	108	67	175	175
				196

2. Recruitment:

a. Field visits to our recruiting offices during July and August are currently being arranged. OTS officials

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b. OWI Admin officials commented favorably on their recent professional input. A listing of physical scientists by grade level and date of EOD follows: one GS-11, 7 July; one GS-12, 7 July; one GS-09, 30 June; one GS-12, 16 June; one GS-11, 2 June; one GS-13, 14 April. Several additional candidates are in various stages of processing and are expected to enter on duty during the remaining summer months.

c. OER officials have requested recruiter coverage at a forthcoming conference for economists in Columbus, Ohio from 10-13 August. Recruiter [REDACTED] has been alerted to this and will make the necessary arrangements.

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d. As a result of the article in PARADE Magazine on Sunday, 13 July, the Washington Area Recruitment Office has received 29 phone calls. Many of these calls were long distance. (For the record, this item was mentioned previously at an 8:30 Meeting.)

3. Summer Interns: As suggested by the DDA, the Interns will tour the OJCS Computer Center on 22 July.

4. Co-op Program:

a. We were visited on 16 July by the Associate Co-op Coordinator from West Virginia Institute of Technology. Their one Co-op student in our program reported that he has a very challenging assignment in NPIC.

b. The quarterly orientation for new Co-ops was held on 17 July. In addition to the briefing about the Agency and the intelligence community by [REDACTED] two former Co-ops who are now staff employees discussed their experiences. An all-time high of 35 Co-ops attended the briefings.

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5. Retired Annuitants: The following retired annuitant cases were approved for the Directorate of Administration:



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6. Educational Aid Program (EAF): The EAF Board of Trustees met this week to review the recommendations from the Selection Committee for EAF awards.

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8. FOIA:

a. During the period 1-15 July, the OP FOIA Officer responded to 212 requests as follows:

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- 197 No record
- 8 Card notations in Applicant Files or
Contract Personnel Division
- 7 Applicant, contract and Official
Personnel Folders located

b. In the period 10-15 July a total of 408 FOIA requests have been received from DDA/IRS for OP searching and review as necessary.

Coming Events:

Members of our Review Staff will hold several meetings with the Directorates on APP and PDP reporting and will also brief the Management Seminar on APP and PDP.



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Acting Director of Personnel

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OD/Pers/[REDACTED]:jmm (18 Jul 75)

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